

**REPORT TO: ENVIRONMENTAL SERVICES AND SUSTAINABILITY COMMITTEE  
20 FEBRUARY 2006**

**REPORT ON: RATIONALISATION OF TEMPORARY ACCOMODATION**

**REPORT BY: HEAD OF WASTE MANAGEMENT**

**REPORT NO: 145-2006**

## **1.0 PURPOSE**

- 1.1 To seek authority to purchase six portable office cabins currently on long-term hire at various operational depots within the Waste Management Department, and install permanent utility services to one cabin. This rationalisation of staff accommodation will allow the withdrawal from service of three office cabins and the removal from long term hire of four portable office cabins.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the committee accept the offers for supplies and services as follows:

Addacabin -	Purchase of six cabins - £29,500
Dundee Contract Services -	Site works, Electrical & Water/Drainage -£8086.48

## **3.0 FINANCIAL IMPLICATIONS**

- 3.1 The total cost of the supplies and services is £37,586.48 and provision for this expenditure has been made in the Waste Management Department's Capital Budget for 2005-06.
- 3.2 The annual saving from rationalising temporary accommodation is £11,076 and this is reflected in the Waste Management Department's Revenue Budget from 2006-07 onwards.

## **4.0 LOCAL AGENDA 21 IMPLICATIONS**

- 4.1 Health is protected by creating a safe clean pleasant environment.
- 4.2 Pollution is limited to levels with which the natural systems can cope.

## **5.0 EQUAL OPPORTUNITIES**

- 5.1 Under the Local Government Act 1988, suppliers were required to complete and return a questionnaire to ensure that their business complies fully with the Race Relations Act 1976. All companies listed comply fully with the Act.

## **6.0 MAIN TEXT**

- 6.1 A number of temporary and semi-permanent office and welfare facilities exist within the Waste Management Department. These facilities are in locations where construction of traditional buildings would not be feasible (including Riverside Composting site and Baldovie Recycling Plant).

The existing portacabins are on long-term hire.

- 6.2 A rationalisation of facilities has allowed the number of these cabins to be reduced. The remaining facilities are to be purchased in order to make further savings on the long-term hire rates

## **7.0 CONSULTATION**

- 7.1 The Chief Executive  
Depute Chief Executive (Finance)  
Depute Chief Executive (Support Services)

## **8.0 BACKGROUND PAPERS**

- 8.1 None.

Jim Laing Head of Waste Management

31 January 2006